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# STAR Kids SAI Training 201

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**Tips, Tricks, and Best Practices**

# Intended Audience & Prerequisite

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- For Managed Care Organization (MCO) Service Coordinators and Assessors
- Take Texas A&M University Health Science Center “SK-SAI Training” webinar first

<https://sph.tamhsc.edu/pdrcc/training/index.html>



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# Objectives

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1. To recognize the purpose of the SAI and its modules in service planning and authorizations.
2. To identify ways to reduce assessment time.
3. To determine the best way to assess a member for Community First Choice (CFC).



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# Objectives

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4. To determine the appropriate time and process for assessing Medically Dependent Children Program (MDCP) waiver members.
5. To understand how TMHP processes SAIs and when follow up action is required.
6. To address SAI errors through the process of correcting and inactivating forms.



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# SAI Purpose

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## Comprehensive Needs Assessment

- Goals for care
- Acute and behavioral health services
- Long term services and supports
- School, work, and caregiver supports
- Medical Necessity (MN) for Medically Dependent Children Program (MDCP) and Community First Choice (CFC)
- Resource Utilization Group (RUG) cost limit for MDCP



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# SAI Purpose

## A Modular Assessment

- Core - required
  - Identifies most needs, triggers other modules
  - Some items used for MN in MDCP and CFC
- Personal Care Assessment Module (PCAM)
  - Authorizes Personal Care Services (PCS)
  - Identifies and plans for potential CFC needs



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# SAI Purpose

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## A Modular Assessment (con't)

- Nursing Care Assessment Module (NCAM)
  - Identifies and plans for potential nursing needs
  - Used for MN in MDCP and CFC
- MDCP Module
  - Calculates RUG level (cost limit) only for MDCP



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# SAI Purpose

## MN vs. Non-MN Assessments

- Item Z5a determines if Texas Medical Healthcare Partnership (TMHP) processes for MN or not
- If Z5a=1 (Yes) → MN to be determined
  - ONLY CODE FOR MDCP OR CFC CASES
- If Z5a=0 (No) → no MN determination
- NCAM triggering has nothing to do with MN or non-MN
  - Reminder – NCAM is used in MN process AND for nursing service planning



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# SAI - Purpose

SAI Module	Service Planner?	Service Authorizer?	MN? (Z5a=1)	RUG? (Z5b=1)
Core	✓		✓ (CFC, MDCP)	
PCAM	✓ (CFC)	✓ (PCS)		
NCAM	✓		✓ (CFC, MDCP)	
MDCP				✓

# Reducing Assessment Time

## Items Families Can Pre-Populate

- Medication List (H1) – Simplify it!
- Diseases (D1) – Simplify it!
- Allergies (D7)
- Surgeries (D6)
- Hospital/ER/Physician Visits/  
Nursing Home Stays (D10)
- Durable Medical Equipment (D14)



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# Reducing Assessment Time

## Items Families Should Think About

- Goals for member and caregiver (C1-2)
- Person-centered planning items (A6)
  - A little about myself
  - What people like about me
  - What's important to me
  - What others need to know...to support me
  - What the people are like that support me best
  - How I like to spend my day
  - The services I am currently receiving



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# CFC Pathways

## What is CFC?

- State plan service for members who meet level of care (LOC)
- LOC Types
  - Nursing Facility (MN)
  - Intermediate Care Facility (IDD)
  - Institution for Mental Disease (IMD)
- Services include habilitation (training on personal care tasks), emergency response services (ERS), and support management (managing attendants)



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# CFC Pathways

## SAI Sections Involving CFC

- PCAM Section P (Habilitation Needs) – provides CFC service planning needs
  - NOTE: CFC MUST BE explained AND offered to members after Section O of PCAM.
- NCAM – used in conjunction with Core items to determine MN for CFC



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# CFC Pathways

## How to Assess for CFC

- If member is in IDD waiver (HCS, TxHmL, CLASS, DBMD) → no PCAM, refer member to Local Intellectual and Developmental Disability Authority (LIDDA)
- If member is in YES waiver (IMD LOC for children) → perform PCAM with Section P, confirm eligibility with Local Mental Health Authority (LMHA)



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# CFC Pathways

## How to Assess for CFC

- If member is in MDCP or NOT in an IDD waiver or YES waiver → perform PCAM with Sec. P, NCAM
- Unsure but suspect a need? → perform PCAM with Sec. P, NCAM, refer member to LIDDA and LMHA



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# CFC Pathways

Path	LIDDA Referral?	LMHA Referral?	PCAM + Sec. P?	NCAM?
IDD Waiver	✓			
YES Waiver		✓ (confirm LOC)	✓	
MN			✓	✓
Unsure	✓	✓	✓	✓



# MDCP Assessments

## MDCP Assessment Process

- Core – used in MN process
- NCAM – used in MN process
- MDCP Module – used for RUG level
- Z5a=1 (Yes for MN)
  - NOTE: If Z5a is omitted or “No,” MN will NOT be determined
- Z5b=1 (Yes for RUG)
  - NOTE: If Z5b is omitted or “No,” the RUG will NOT be calculated, even if MDCP Module is performed



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# MDCP Assessments

## MDCP Assessment Process

- 3 types of MDCP Members
  - MN Current
  - MN Expiring (within 90 days)
  - Prospective (HHSC referral)
- If no SAI on file, MN Current and MN Expiring is based on the historical MNLOC assessment and Individual Plan of Care (IPC)
- Prospective members are referred for assessment by HHSC ongoing from MDCP Interest List, Nursing Facilities



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# MDCP Assessments

## MDCP Assessment Process

- MN current – MN good for one year
  - Reminder – all new STAR Kids must have initial SAI, even if MN current
- If MN current → no MDCP Assessment Process with initial SAI
  - Only NCAM if triggered, No MDCP Module, Z5a=0 (No), Z5b=0 (No)
- If MN expiring → full MDCP Assessment Process
- If Prospective member → full MDCP Assessment Process for initial SAI



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# MDCP Assessment Types

MDCP Member Type	NCAM?	MDCP Module?	Item Z5
MN current	Only if Triggered	NO	a=0 (No MN) b=0 (No RUG)
MN expiring (within 90 days)	YES	YES	a=1 (Yes MN) b=1 (Yes RUG)
Perspective (HHSC referral)	YES	YES	a=1 (Yes) b=1 (Yes)

# Types of SAI Actions

- Submitting the SAI is NOT the end
- Assessors MUST monitor TMHP actions and respond
- Work with MCO leadership and operations staff as needed

SAI Form Submission Status

DLN ▼	Medical Necessity	Outcome	RUG	Validation Status
170736104390	Approved	Valid	NA	Accepted
170736104386	Not Started	Invalid	RAA	Accepted
170736104028	Not Applicable	Valid	RAA	Accepted
170736104025	Info Needed	Valid	PA1	Accepted
170736100175				Accepted
170736100174	Invalid	Valid	PA1	Accepted
170736100173	Approved	Valid	RAA	Accepted
170736100170	Approved	Valid	CA1	Accepted



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# Types of SAI Actions

## TMHP Action → MCO Follow-up

- No MN or RUG → No Action
  - Filed at TMHP, noted “Processed/Complete”
- RUG Invalid → Re-check MDCP Module
  - Missing or erroneous values present
  - Minor Correction, re-send
- MN Info Needed → Contact TMHP
  - Not enough info for MN determination
  - MCO Leadership has TMHP contacts



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# Types of SAI Actions

SAI Form Type	Description	TMHP Actions	MCO Follow-Up
<b>No MN No RUG</b>	Z5a=0 Z5b=0 (No MDCP Module)	NONE – “Processed/ Complete”	NONE
<b>RUG Required</b>	Z5a=0 or 1 Z5b=1 (MDCP Module included)	<ul style="list-style-type: none"><li>• Calculate RUG <u>or</u></li><li>• “Invalid”</li></ul>	If “Invalid,” review MDCP Module for missing info
<b>MN Required</b>	Z5a=1 Z5b=0 or 1 (CFC or MDCP)	<ul style="list-style-type: none"><li>• 5 possible</li><li>• “Info Needed”</li></ul>	If “Info Needed,” contact TMHP

# Addressing Errors

## Corrections and Inactivations

- Fixing SAI form error is assessor responsibility, regardless who finds it
- Minor Correction – within 14 days of submission, non-MN fields (A12=3)
- Major Correction – within 14 days of submission, MN fields (A12=4)
- Inactivation – outside 14 days of submission, any field (Form Action=Inactivate, not on SAI)



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# Addressing Errors

## Corrections and Inactivations

- Minor Correction → Assessor learns member receives audiology at school (B6i=1, not 0)
- Minor Correction → TMHP responds "RUG Invalid," Assessor sees blank in Making Self Understood (R3)
- Major Correction → Assessor learns member had dis-impaction weekly, not 1-2 times per month (Q16e=2, not 1)



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# Corrections and Inactivations



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Type of Error	Timeframe	Impacted Fields	How to Initiate Fix
Minor Correction	$\leq 14$ days	Non MN-Required ( <u>ex</u> : MDCP Module)	SAI Item A12=3
Major Correction	$\leq 14$ days	MN-Required (see Manual)	SAI Item A12=4
Inactivation	$\geq 14$ days	ANY	Form Action= Inactivate (not on SAI)

# Additional Resources

- STAR-Kids SAI Manual
  - Ask your MCO Leadership for a copy
- STAR-Kids Handbook, Appendix I (SK-SAI and SK-ISP Business Rules)

<https://hhs.texas.gov/sites/hhs/files//documents/laws-regulations/handbooks/skp/STAR%20Kids%20Handbook%202017.pdf>



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# Questions?

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